

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.

**Rick Scott**  
Governor

**John H. Armstrong, MD, FACS**  
State Surgeon General & Secretary

**Vision:** To be the Healthiest State in the Nation

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**Total fee for New System: \$550.00****ONSITE SEWAGE TREATMENT AND DISPOSAL SYSTEM (OSTDS)****NEW CONSTRUCTION PERMIT APPLICATION PROCEDURES**

Septic system applications for OSTDS installations must be accompanied by all information and materials specified below before a site evaluation will be performed by this office. Incomplete applications **will not** be processed, and will be returned.

The following documents are required before an application is complete:

- **Application/site evaluation fee** of \$290.00 payable when application is turned in. Application must have ALL REQUIRED information filled out before it is accepted and it MUST BE SIGNED. If a representative is appointed to act on your behalf, a Letter of Authorization must be submitted, or a copy of a legal contract. Application is valid for one (1) year.
- **Site plan** drawn to scale, or a survey of property with dimensions with placement of structure, septic system, water source (well/water hookup), driveway, any other buildings, swimming pools, easements, drainage features, slopes, or bodies of waters on property.
- **Floor plan** drawn to scale with overall dimensions, and all rooms identified.
- **Legal description** (survey or plat map), or **certified deed** and **property ID number**. Property ID number may be obtained from annual tax statement. **Applicant must furnish the date property was platted (this can be obtained from Clerk of the Circuit Court's office).**
- **Density letter** from the Gulf County Building Department stating compliance with the Gulf County Comprehensive Plan.
- **Flags:** Place one at the entrance to the property, and one at the location of the proposed septic system. Flags are provided by this office.
- If site evaluation is approved, a septic tank construction permit will be issued. **COST OF THE PERMIT IS \$260.00 and is VALID FOR 18 MONTHS FROM DATE OF ISSUANCE.** Fees are subject to change.
- Final approval will not be granted until floor plans and specifications of permit are verified, and septic system, water source, and site grading have been completed, 911 address is posted; number of bedrooms and heated and cooled square footage must also be verified.

Applicants requesting additional information may contact the Environmental Health Office, Florida Department of Health Gulf County (850) 227-1276, ext. 125. Office hours are 8 a.m. - 5 p.m. EST, Monday through Friday.

Information submitted on your septic system application becomes part of the public records of Gulf County. It must comply with Florida statutes and rules. The following check list will assist you in determining that your application meets all requirements. (References: Chapter 64E-6, Fla. Administrative Code; Sec. 381.0065, Florida Statutes.)

## Required Data

Copy of site plan, plat or survey, or map **drawn to scale** showing:

1. Boundaries with dimensions.
2. Slope of land.
3. Location of building(s).
4. Location of septic tank and drainfield.
5. Location of potable water lines.
6. Location of well or other water source on property.
7. Location of septic tank, drainfield, and well on adjacent properties (side, front, and rear).
8. Location of storm water retention pond and other drainage structures.
9. Location of driveway.
10. Location of pools or other obstructions.

The following **setbacks** must be met before installation of the septic system:

1. From private well or neighboring well - 75' minimum.
2. From public well - 200' minimum. (Wells must be upgrade from the septic system.)
3. From septic tank and drainfield to building foundation and property line – 5' minimum.
4. From water supply lines - 10' minimum.
5. From high water line of lakes, canals, streams, etc. - 75' minimum, 50' for lots platted prior to 1972.
6. From property line to public sewer - 100' minimum.
7. From individual lot storm water retention ponds and drainage swales - 15' minimum.
8. From storm water retention ponds serving more than two (2) lots - 75' minimum.
9. From walls of swimming pool - 5' minimum.
10. From Department of Environmental Protection jurisdictional line - 75' minimum.

In addition to the above setbacks, the lot or parcel **must meet one** of the following criteria:

1. Net area of  $\frac{1}{4}$  acre with public water supply. Projected sewage flow may not exceed 2,500 gallons per acre, per day.
2. Net area of  $\frac{1}{2}$  acre if well and septic tank are used. Projected sewage flow may not exceed 1,500 gallons per day.
3. Lots platted prior to January 1, 1972, are exempt from net acreage requirements, but must comply with maximum daily sewage flow restrictions.

**NOTE:** Net area is that portion free of encumbrances such as paved areas and prepared road beds within public right-of-way easements, streams, lakes, drainage marshes, or other bodies of surface waters.

**If there is any question as to whether the lot meets these requirements, the burden of proof lies with the applicant.**